

FREQUENTLY ASKED QUESTION # 11

Supervisory Responsibilities for Traumatic Injury (CA-1) Claims



TRAUMATIC INJURY DEFINITION:

A traumatic injury is a wound or other condition of the body caused by external force, including stress or strain. The injury must occur at a specific time and place, and it must affect a specific member(s) or function(s) of the body. The injury must be caused by a specific event or incident, or a series of events or incidents, within a single day or work shift.

BACKGROUND:

When you are presented with a claim, you are accountable for meeting all statutory requirements under the Federal Employee's Compensation Act (FECA). You are also accountable if you fail to meet your obligations as outlined in 18 U.S.C. 1922:

- **If you willfully fail, neglect, or refuse to complete any of the workers' compensation reports;**
- **If you knowingly file a false report;**
- **If you induce, compel, or direct an injured employee to forego filing of any claim or other benefit provided;**
- **If you willfully retain any notice, report, claim or paper which is required to be filed.**

You could face a fine and/or imprisonment if you are found guilty of violating the above guidelines.

Throughout the process, you should treat your employee with dignity and respect. The majority of claims to the Department of Labor (DOL) are valid claims. The majority of employees who file claims are seeking only those benefits that are due them and are not trying to take advantage of the system.

The employee bears the burden of proving the claim. You cannot assume this particular responsibility. You should; however, assist them in this process by:

- Giving the employee the appropriate forms needed to file a claim;
- Providing them with access to the information they need to educate themselves about the process;
- Making sure you sign and submit the appropriate forms and/or information to the ARC Workers' Compensation Specialist in a timely fashion.

The "Frequently Asked Questions" documents that are available through your ARC Customer Access page (<http://arc.publicdebt.treas.gov/DWP/fs/fscustpg.htm>) have been prepared to help you and your injured employee understand the DOL's requirements for processing injury claims.

Conflicts may arise when an employee believes he is entitled to benefits that are not afforded him or her. An employee's misconception about entitlement to benefits, or his or her failure to provide sufficient evidence of a claim, *does not* automatically mean the employee is intentionally trying to defraud the government. On the other hand, you may encounter situations in which the evidence you have indicates that the employee *is* intentionally trying to abuse the system. In these situations, it is particularly critical that you understand what you, as the supervisor, should do to document and submit your concerns. [See FAQ # 17.](#)

INSTRUCTIONS:

For specific instructions on how you should handle a traumatic injury (CA-1) claim, see: [CA-1 Instructions – Supervisors.](#)

**Questions? Contact the ARC WC Specialist at (304) 480-8229
or email questions to WorkersComp@bpd.treas.gov**